8. SERVICES FOR STUDENTS

8.1 ACADEMIC OPPORTUNITIES

8.1.1 Co-operative Education Program

Co-operative Education is a degree option that allows students to combine their academic studies with career-related work placements, enabling them to integrate academic theory with practice in the field.

For additional information, contact:
Co-operative Education
University of Regina Career Centre
Riddell Centre 163
Tel: 306-585-4600
Fax: 306-585-4659
Email: coop.office@uregina.ca
Website: www.uregina.ca/careercentre

8.1.1.1 Co-op Programs

The Co-operative Education option is available in the following University of Regina programs:

Bachelor of Administration (FNUinv only)

Bachelor of Applied Science (12/16 month internship option available)
- Electronic Systems Engineering
- Environmental Systems Engineering
- Industrial Systems Engineering
- Petroleum Systems Engineering
- Software Systems Engineering

Bachelor of Arts
- Anthropology
- Economics
- English
- Geography
- History
- Indigenous Languages and Linguistics
- Indigenous Studies
- International Languages
- International Studies
- Justice Studies
- Linguistics
- Philosophy & Classics
- Political Science
- Psychology
- Religious Studies
- Resource and Environmental Studies
- Sociology & Social Studies
- Women’s and Gender Studies

La Cité universitaire francophone
- BA French and Francophone Intercultural Studies
- BA Études francophones et interculturelles

Bachelor of Business Administration
- Accounting
- Computer Science
- Finance
- General Administration
- Government or Public Sector Management
- Human Resources Management and Industrial Relations
- International Management
- Marketing

Bachelor of Science
- Actuarial Science (12/16 month internship option only)
- Biology
- Chemistry/Biochemistry
- Computer Science
- Geology
- Mathematics and Statistics
- Physics (including Honours Physics)
- Applied/Industrial Physics with emphasis in Computation and Physical Modeling
- Applied/Industrial Physics with emphasis in Electronics and Modern Physics
- Software Systems Development

University of Regina Co-operative Education programs meet the accreditation standards for commitment and quality set by the Canadian Association for Co-operative Education.
8. Services for Students

8.1.1.2 Admission to Co-op
Application forms are available at the Career Centre and online. Students must meet the entrance requirements for acceptance into the relevant Co-op program and apply before they have exceeded the maximum credit hours shown in the chart below:

<table>
<thead>
<tr>
<th>Area of Study</th>
<th>PGPA</th>
<th>Minimum credit hours*</th>
<th>Maximum credit hours</th>
<th>Number of work terms</th>
<th>Required courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actuarial Science</td>
<td>75%</td>
<td>72</td>
<td>108</td>
<td>1 (12 or 16 months)</td>
<td>ACSC 317, 318 + plan to complete first exam of the SOA before or during internship</td>
</tr>
<tr>
<td>Arts</td>
<td>70%</td>
<td>45</td>
<td>84</td>
<td>3 (optional 4th)</td>
<td>ENGL 100, 110 and at least 2 courses in the major</td>
</tr>
<tr>
<td>Biology</td>
<td>70%</td>
<td>33</td>
<td>60</td>
<td>4</td>
<td>BIOL 100, 101, CHEM 104, one of CHEM 105 or 140 + at least two 200-level BIOL Courses</td>
</tr>
<tr>
<td>Business Administration</td>
<td>67.5%</td>
<td>54</td>
<td>81</td>
<td>3 (optional 4th)</td>
<td>BUS 007, 260, 285, and ENGL 100</td>
</tr>
<tr>
<td>Chemistry /Biochemistry</td>
<td>72.5%</td>
<td>21</td>
<td>75</td>
<td>3 (optional 4th)</td>
<td>Completed 21 BSc credit hours including CHEM 104 and one additional course in Chemistry; enrolled in 3 CHEM/BIOC courses beyond CHEM 104 prior to commencement of the first work term</td>
</tr>
<tr>
<td>Computer Science</td>
<td>65%</td>
<td>30</td>
<td>75</td>
<td>3 (optional 4th or 5th)</td>
<td>CS 115 or CS 110 (Note: Students should have more than 1 CS class completed) + MATH 105 or 110</td>
</tr>
<tr>
<td>Engineering and Applied Science</td>
<td>60%</td>
<td>(and TGPA)</td>
<td>27</td>
<td>4</td>
<td>Students are expected to have successfully completed all courses in the first 3 semesters of a Systems Engineering program. ENGG 123 &amp; ENGG 100</td>
</tr>
<tr>
<td>Geology</td>
<td>70%</td>
<td>33</td>
<td>65</td>
<td>3 (optional 4th)</td>
<td>GEOL 201, 210, 102</td>
</tr>
<tr>
<td>Mathematics</td>
<td>65%</td>
<td>45</td>
<td>75</td>
<td>3 (optional 4th)</td>
<td>MATH 110, 111, 122, 213, 217, CS 110 + STAT 160</td>
</tr>
<tr>
<td>Physics</td>
<td>70%</td>
<td>30</td>
<td>60</td>
<td>4 (optional 5th)</td>
<td>5 PHYS courses (including 3 at 200-level) + 3 MATH courses (including 1 at 200 level) + 2 CS courses (including UNIX and C Programming)</td>
</tr>
<tr>
<td>Statistics</td>
<td>65%</td>
<td>45</td>
<td>75</td>
<td>3 (optional 4th)</td>
<td>MATH 110, 111, 122, STAT 160 and 251 or 252 + CS 110</td>
</tr>
<tr>
<td>French and Francophone Intercultural Studies</td>
<td>70%</td>
<td>30</td>
<td>60</td>
<td>3 (optional 4th)</td>
<td>FRN 201 and at least 2 courses in major</td>
</tr>
</tbody>
</table>

* Minimum credit hours include those in which the student is registered when applying. Maximum credit hours include those in which the student is registered in the semester preceding the first work term.

Admission is granted by the student’s faculty. Students who do not meet the entrance requirements may appeal to their faculty. All information provided in faculty sections supersedes this section.

8.1.1.3 Application Deadlines for Co-operative Education Program
The deadline for application is in the first week of classes each semester prior to commencing a work term. Please visit the Career Centre at RC 163 for details.

8.1.1.4 Sequencing of Work and Academic Terms
Work terms last for a minimum of four to a maximum of eight months. Scheduling patterns vary by faculty but commonly alternate work and academic terms. Students must register for a minimum of 12 credit hours in their academic terms (only 9 is required in the Spring/Summer semester for Arts and Business students).

8.1.1.5 Fees
Co-op students are required to pay a fee for each work term (see §4.5). The Co-op fee, which is not a job-finding fee, allows students to maintain their full-time status while on work terms. The Co-op fee is payable once Co-op employment is obtained. There is an additional fee for work terms in Chemistry because academic credit is obtained.

8.1.1.6 Work Placements
Private and public sector employers from across Canada and internationally participate in the program. With approximately 40% of the placements outside of Regina, students should be mobile if they wish to fully participate in a Co-op program. Admission to a Co-op program does not guarantee the availability of a work term placement. Many students find career-related work through the Career Centre, but students are also encouraged to conduct their own job search.

8.1.1.7 Registration for Work Terms
As soon as students obtain a work placement, they register for work terms through their faculty (with the exception of Engineering students who are automatically registered by their faculty). Students must register on-line for Co-op work terms. Once registered for a work term, students are not permitted to drop except for compassionate or medical reasons.

8.1.1.8 Grading of Work Terms
Students must complete a work term report for every work term. The student’s employer also submits a work term performance evaluation. On the basis of those two evaluations, work terms are graded pass/fail.
8. Services for Students

8.1.9 Regulations
Policies, procedures and deadlines for Co-operative Education programs must be adhered to. Details are contained in the Co-op Student Handbook at: www.uregina.ca/careercentre/coop/current-students/handbook.html

8.1.10 Withdrawal and Termination
Once registered, students may withdraw from a Co-op work term only for reasons beyond their control. Voluntary withdrawal at any point may result in a failing grade. For Engineering students, see §12.9.

Students may be terminated from a Co-op program in a variety of circumstances, including failing a work term, allowing PGPA to fall below the minimum required, or committing acts of Non-Academic Misconduct (see §5.13.3).

8.1.11 Transcript record
Students who successfully complete the number of work terms required by their faculty will graduate with a Co-operative Education designation that is noted on their official transcript and parchment (diploma).

8.1.12 Internship Programs
Actuarial Science Internship
For students between years three and four (72 – 108 credit hours) of the Actuarial Science undergraduate degree program.

Students participate in an assisted job search process to secure a paid internship placement of 12 to 16 months in duration, with each four-month period of employment worth one credit hour (three or four credit hours in total).

See Admission chart §8.1.1.2

Engineering Internship
Engineering Internship is a single 12- or 16-month placement immediately preceding the two final academic semesters of an Engineering Systems program.

Students who successfully complete the requirements of the program will receive “Internship” designation on their transcript and parchment (diploma).

Students who participate in Co-operative Education may not be eligible for internship.

For more details, please refer to §12.9.3

8.1.2 STUDY ABROAD & MOBILITY
There are 54 major exchange programs under which students can study abroad. The U of R has access to a network of more than 450 Universities and Colleges in over 80 countries worldwide. Students can choose to stay for one semester, a summer program or a full academic year. Depending on the program, tuition is paid at the U of R or at the host institution. Courses studied abroad are transferred to the U of R as credit toward a student’s overall degree program.

Students must consult with their faculty advisor about course selection in order to choose the courses acceptable for their program abroad. It is at the discretion of the students’ faculty as to whether the host institution courses are transferred for credit toward their degree. Eligibility requirements include:

- Completed 30 credit hours;
- 70% average;
- 68-70% average (with Dean’s letter of approval. SEP Programs only);
- Can prove financial responsibility and stability;
- Must return to complete their degree at the U of R;
- Must be in good academic standing at the time of applying and departure; and
- $150 application fee (non-refundable).

There are a variety of mobility scholarships including the UR International Experience Travel Fund ($1000.00) to assist students planning to study abroad.

Faculty Led International Study Tours
International study tours give students an opportunity to study and travel abroad without being away from home for an extended period of time. Study Tours are lead by professors who have a particular interest in an international field. UR International assists Study Tours with visa information, the international travel fund and pre-departure information sessions.

International Internships
Global Internships give students the professional and personal skills to set them up for success in their future endeavors, anywhere in the world! UR International can help students go global with their professional development during their program of study. Students should meet with UIR International staff to discuss their possibilities. Transfer credits for International Work Experience is at the discretion of the student’s Faculty. It is the student’s responsibility to discuss the transfer credits with their respective Faculties.

UR International will only provide students with standard support letters in order for a student to pursue an International Internship Placement abroad. It is students’ responsibility to ensure they have procured the correct visa prior to their departure for their placement abroad. The University is not responsible and will not be liable for any decision to grant or deny entry at the border of the host country.

UR International Study Abroad & Mobility
College West 128
Tel: 306-337-2438
Email: Study.Abroad@uregina.ca
Website: www.uregina.ca/international

8.2 STUDENT SUPPORT SERVICES

8.2.1 UR GUARANTEE
The UR Guarantee Program will support you through every step of your university experience to successful employment. We provide you with access to academic supports, service and leadership opportunities, career development, and ways to get involved on campus and in the community. And for new students (and those with less than 30 credit hours): if you do not secure career-related employment within six months of graduation, you will be eligible to come back for another year of undergraduate classes free of charge (tuition and course fees). For more information about the program, refer to www.uregina.ca/urguarantee.

8.2.2 ACADEMIC ADVISING
Academic advising is available through each student’s faculty or college. See §3.2.1.

8.2.3 ACADEMIC SKILLS

8.2.3.1 Learning Skills
Student Success Workshops are provided by Student Affairs, the Library, and others. Each semester the seminars are listed at www.uregina.ca/urguarantee/events/index.html. Students can also make individual appointment to discuss learning skills. More information can be found at www.uregina.ca/student/ssc/workshops-learning%20skills/consultations.html.

8.2.3.2 Mathematics and Statistics Services
The Student Success Centre provides free mathematics and statistics tutoring for students in most introductory and some 200-level MATH and STAT courses. Tutors will help students understand assigned tasks, problem-solving strategies, and use of principles and formulas. Students can book an appointment online at www.uregina.ca/student/ssc/math-stats-support.

The federated colleges provide mathematics support services. Students should contact their college office for more information.

8.2.3.3 Writing Services
The Student Success Centre provides free writing support for students in writing for all disciplines and at all levels. Students can book an appointment online at www.uregina.ca/student/ssc/writing-support.

The federated colleges also provide writing support services. Students should contact their college office for more information.

_____________________________________________________________________________________________
8. Services for Students

8.2.3.4 Tutor Registry
The Student Success Centre maintains a Tutor Registry at www.uregina.ca/student/ssc/tutor-registry/. Tutors on this registry meet a minimum grade requirement of 80% in the particular course(s) they are tutoring for, and have been recommended by their professors.

8.2.3.4 Peer Advisors
Peer Advisors are current students who volunteer and train with the Student Success Centre to assist students to better navigate and succeed at university. Drop In services are located in RC 229 during the week (times vary by term). Peer Advisors can assist students with questions relating to study strategies, time management and planning, utilizing the various online programs of the University (i.e. UR Courses, UR Self-Service, Visual Schedule Builder, and scheduling online appointments) and help you identify the other services available on campus to meet your needs.

8.2.4 BOOKSTORE
The University Bookstore is located on the main floor of College West adjacent to the Dr. William Riddell Centre. The Bookstore provides textbooks for all classes, offering new, used, e-book and rental options per availability. The Bookstore also offers supplies, reference and general interest books, U of R, Cougar and Rams merchandise and a unique line of gift items. University of Regina students can order textbooks online using UR Self-Service (see §8.2.6.3).

For complete information see www.uregina.ca/student/bookstore.

8.2.4.1 Opening Hours
Bookstore hours are 8:15 a.m. to 4:30 p.m., Monday to Friday. Seasonal dates and times are available on the Bookstore’s webpage www.uregina.ca/bookstore or on the voice message (toll-free at 1-888-478-2665 or, in Regina, 306-585-4755).

8.2.5 CAMPUS VISIT PROGRAM
The Student Recruitment Office offers future students and their families a number of options for visiting the campus. Students can choose to attend special events or book personal tours of campus. For more information, please contact Student Recruitment at 1-800-644-8888, or book online at www.uregina.ca/futurestudent.

8.2.6 CAREER EXPLORATION AND COUNSELLING
The Career Centre assists students and alumni from all programs with making informed decisions and re-decisions about their educational and career direction. To support choosing a meaningful and rewarding direction, students are provided with a wide range of resources and services for conducting self-assessment, exploring options for studies and career, and re-evaluating their direction as needed.

Self-assessment, career-related inventories are available for developing a profile of interests, personality style, values, and other important factors related to choosing a meaningful direction. For exploring options, information resources are available at the Career Centre, as well as at the Career Exploration & Counselling website. Re-evaluating choices and conducting further self-assessment and exploration as needed, are recommended for attaining educational and career satisfaction.

For information on U of R programs and related careers, many students find it helpful to review the booklet Explore Your Options: Guide for Choosing a U of R Undergraduate Program & Career Direction (see website). For learning more about careers in all fields, also available is the Career Cruising program (log in at the website with a uregina.ca username and password).

Students also can attend career development seminars on topics related to making informed career decisions and job searching, including writing customized resumes, interview skills, and finding part-time, summer and full-time work. See the website for a schedule of seminars.

In addition to the above resources and services, individual career counselling is available. There is no fee for counselling. For self-assessment inventories, however, a minimal fee is charged to cover their costs. Individual counselling is confidential within the limits set by professional codes of counselling ethics.

For more information on Career Exploration & Counselling resources and services, contact the U of R Career Centre:

Career Exploration & Counselling
University of Regina Career Centre
Riddell Centre 163
Regina, SK S4S 0A2
Tel: 306-585-5161
Fax: 306-585-4659
Email: student.employment@uregina.ca
Website: www.uregina.ca/careercentre

8.2.7 STUDENT EMPLOYMENT SERVICES
Student Employment Services provides career and job search services to University of Regina students who are looking for part-time, summer and graduate employment opportunities. Contact information is:

Student Employment Services
University of Regina Career Centre
Room 163, Dr. William Riddell Centre
University of Regina
Regina SK S4S 0A2
Tel: 306-585-5161
Fax: 306-585-4659
Email: student.employment@uregina.ca
Website: www.uregina.ca/careercentre

Services include:
- On-campus recruitment and employment opportunities and an on-line job registry open to all students and alumni.
- A website, www.uregina.ca/careercentre, which includes job postings, upcoming events, job search links, services and resources.
- Individual employment counseling, career exploration, and critiquing of resumes.
- Workshops on cover letters, resume writing, interview preparation, portfolios and job searches.
- Annual job fairs for all disciplines aimed to serve students and alumni at all levels of study offering full-time and part-time work opportunities: Careers Day (held in late September) and Spring Job Fair (in early February).
- A Career Expo for Education students, held in late January.
- Faculty specific workshops and information sessions with individual companies.
- Print, video and computer resources.

8.2.8 COMPUTING SERVICES
The University of Regina’s Information Services provides the following services free of charge for use by students:
- Internet access on campus
- Wireless network access at other universities via Eduroam
- Email accounts
- Web page hosting
- Novell based file storage
- Cloud based file storage (Filr)
- Timeshared access to a Unix login account
- Cloud based file storage (Filr)
- Timeshared access to a Unix login account

A wireless data network is available across of the University campus. When devices are properly configured to access the network via Eduroam students may access wireless networks at other Eduroam member institutions at no cost. Detailed information on wireless coverage areas and Eduroam configuration can be found at www.uregina.ca/is/infrastructure/network/wireless/.

For information about any computing service, visit the University’s website at www.uregina.ca/is or the IT Support Centre in ED 137.

Use of the University network for the first time constitutes acceptance of the University policy governing the use of campus computing and network and other information resource facilities. Refer to www.uregina.ca/policy/browse-policy/policy-OPS-080-005.html.
8. Services for Students

8.2.8.1 Computer Labs
On-campus computer access is provided at the locations listed below. Some labs have restricted access and schedules. All locations have laser printing available for a nominal fee. The facility in LY 107 (the Information Commons) also has color laser printing available. Many labs accommodate laptop computer use and all support wireless networking. For additional information on available labs, refer to www.uregina.ca/is/student/public-labs.

8.2.8.2 Email & Internet
All employees and students are provided email, Novell and Unix accounts. Students can obtain information about their email address and password at www.uregina.ca/is/student. Email can be used at any of the computer labs at the University as well as through the WebMail interface, https://webmail.uregina.ca or via your mobile device. Information on configuring mobile devices for access to your email account can be found at www.uregina.ca/is/student/email.

Novell accounts are provided for file storage and print services. Unix accounts are provided to facilitate web publishing and general purpose computing. More information on these services can be found at www.uregina.ca/is.

The University has a pervasive data network that provides connections to both the commercial internet as well as to Saskatchewans research network SRNet and its national counterpart CA*Net. Most areas on campus are also covered by an 802.11a/b/g/n (WiFi) wireless network. More information on the wireless network project can be found at www.uregina.ca/is/infrastructure/network/wireless.

High speed residential Internet access is available to students from a local Internet service provider at a reduced rate. Contact the IT Support Centre in ED 137 for details.

8.2.8.3 Cloud Based File Storage
All employees and students have access to a cloud based file storage service ‘Fli’. The service is accessible at https://fli.uregina.ca and supports all common client environments. The service can be used to store and share files with individuals or groups of employees and students. More information can be found at http://www.uregina.ca/is/infrastructure/network/FILR/.

8.2.8.4 UofR App
The University has a free mobile app available via Google Play and the App Store. The application provides access to class schedule, emergency notifications and more. Details can be found wherever the app is available.

8.2.8.5 UR Self-Service
Using UR Self-Service, students can:
- Change their PIN (strongly recommended)
- Register for or drop classes and check their class schedule
- Check their grades and transfer credits
- Search up-to-date credit and non-credit course timetables
- Consult course descriptions, including variable content courses not printed in §24 Courses.
- Order & pay for textbooks
- Update their contact information
- Settle their account by credit card
- View and print their T2202A Education Deduction Certificate
- View and print a confirmation of enrolment or unofficial transcript

Instructions on using UR Self-Service are incorporated into the web pages.

8.2.9 INTERNATIONAL STUDENT SERVICES
UR International develops and provides personalized services and programs designed to promote and project a positive learning environment for students that will facilitate academic success, professional development and a smooth transition into the Regina and University of Regina communities. Services include:

Orientation – UR International hosts full orientations for all new students at the beginning of the Fall and Winter semesters

Global Learning Centre – The GLC is the hub for all international undergraduate, graduate and ESL students seeking assistance during their stay here. The GLC is the common ground giving academic support, teaching intercultural skill development, and hosting workshops, daily conversation club and information sessions. Students will learn about campus and community involvement, cultural awareness and internationalization at the University of Regina. Academic and English language coaches are available for students to receive help regarding all of their academic questions.

Immigration – All staff are trained and available to take students through the intricate immigration application processes such as Study Permits, Co-op Work Permits, Post-Graduate Work Permits, and VISA’s.
- Advising – Culturally sensitive advising from experienced Life Skills Advisors are provided to students.
- Referral Service – Staff will offer referrals to professionals such as physicians, lawyers, banking, SGI, etc. as well as national/cultural organizations or service clubs in the community that may be relevant to international students.
- SaskHealth – New and renewals of health applications, information sessions and services are available.
- Contact – Initial contact prior to new student arrival.
- Student Lounge – Computers, printer and scanner are available for students to use when applying for their immigration needs.
- Workshops/Sessions – A variety of workshops and sessions are provided for students every month to increase their awareness of on-campus services.
- Welcome Services – Special welcome services are offered to large cohorts or students.
- Transition Services – Open door to all ESL and new students for a smooth transition to their university degree.

Contact:
UR International
College West 109
Tel: 306-585-5082
Fax: 306-585-4957
Email: international@uregina.ca
Website: www.uregina.ca/international

8.2.10 ABORIGINAL STUDENT CENTRE (ASC)
The ASC cultivates a respectful and welcoming atmosphere that encourages student empowerment, identity, community connection and Indigenous ways of learning. The ASC acts as a central hub for all students on campus, faculty, staff and community to gather and find a sense of belonging in the larger university environment.

The Aboriginal Student Centre’s main focus is on assisting Aboriginal students:*
- Successful transition into university
- Retention at the post-secondary level
- Participation at University events
- Successful completion of University
- Transition into the workforce

Contact: Aboriginal Student Centre
Room 108
Research and Innovation Centre
Tel: 306-337-3153
Fax: 306-337-3158
E-mail: ASCentre@uregina.ca
Website: www.uregina.ca/student/asc
8.2.11 CENTRE DE SERVICES AUX ÉTUDIANTS

Le Centre de services aux étudiants est un carrefour de services pour tous les étudiants qui choisissent de se faire servir en français ou qui cherchent de l’appui pour apprendre le français.

The Student Services Centre is a service hub for all students who choose to be served in French and those seeking assistance in learning French.

Consultez le site Internet de La Cité: lacite.uregina.ca/en/student-services
Visit the La Cité website at: lacite.uregina.ca/en.

8.2.12 LIBRARY SERVICES

The Library supports the research and teaching of faculty and students at the University of Regina through its services, collections and information technology infrastructure. Library staff connect users to the library’s collections through Technical Services, User Services, and Systems. Librarians also provide services on-site to academic departments and research centres.

For a complete listing of library services and employees: https://www.uregina.ca/library/services/index.html

More information on the library collection is available at: www.uregina.ca/library/services/collections/index.html

To contact one of the Librarians and/or Archivists: https://www.uregina.ca/library/about_contact/library_information/policies/index.html

The entrance to the Library is located on the north side of the main floor of the Dr. John Archer Library Building. There are over 240 computer workstations available on a first come, first served basis with printing access and full productivity software. There are also a variety of study spaces available.

Hours of Operation: www.uregina.ca/library/about_contact/library_information/policies/index.html

The Library’s Code of Conduct Policy can be found at: https://www.uregina.ca/library/about_contact/library_information/policies/index.html

8.2.12.1 Access to University of Regina Collections

All currently registered University of Regina students are entitled to use the University library system. In order to borrow materials, students need a valid University of Regina photo identification card (see §3.12). Library Help Desk staff must activate the barcode on the identification card in order for students to access electronic services from off-campus.

For information about borrowing privileges, see www.uregina.ca/library/services/circulation.

The Library Help Desk at the Dr. John Archer Library is located to the right of the entrance.

Upon payment of an annual fee, members of the general public may borrow library materials through the Public Access Program. This does not give off-campus access to the Library’s electronic resources. For more information see: www.uregina.ca/library/services/circulation/get_card.html.

Alumni with a University of Regina Alumni Association Card also have some borrowing privileges: www.uregina.ca/external/alumni-relations/benefits-services/benefits/library-card.html.

8.2.12.2 Access to Collections of Other Canadian Libraries

The library provides access to the collections of other libraries through its Interlibrary Loans Service. Information on this service and an online request form may be found at: www.uregina.ca/library/services/interlibrary/index.html.

Faculty, staff, and students of the University of Regina may also borrow books in person at other Canadian university libraries through the Canadian University Reciprocal Borrowing Agreement. A valid CQPPUL (Council of Prairie & Pacific University Libraries) card is required, which can be obtained from the Dr. John Archer Library Help Desk. More information on the program and a list of participating libraries can be found online at: http://www.curba.ca.

Faculty, staff, and students in good standing at the UoFS, the UoR and the Saskatchewan Polytech may borrow up to a maximum of 25 items from participating libraries by presenting a current library card from their home institution at the library they would like to borrow materials from. They may also return borrowed items to any participating library. Please refer to the Memorandum of Understanding for more information: www.uregina.ca/library/services/circulation/reciprocal_borrow.html

8.2.12.3 University of Regina Catalogue and Online Services

All University of Regina library materials, including federated college library holdings, can be located using the University of Regina’s public access Catalogue, at voyager.uregina.ca:7008/wvwbr/searchBasic

Alternatively, users may wish to use Summon, a search engine that provides a single start point to find and access the majority of the University of Regina Library collections – including books, ebooks, scholarly journals and articles, newspaper articles, dissertations and theses, videos, maps, manuscripts, music scores, digitized items, and more. For more information, see: www.uregina.ca/library/about_contact/library_information/announcements_content/2011/225.html.

Faculty, staff, and registered students may access all 80,000 + full-text journals and 400+ databases at any time from their internet connection.

Off-campus access to electronic resources requires an activated University of Regina identification card (see §3.12). A full description of these online resources is available at: www.uregina.ca/library/search_find/index.html

ouRs, the University of Regina’s institutional repository, may be accessed at ourspace.uregina.ca.

8.2.12.4 Reference and Instruction Services

A variety of services is available to assist students with their research needs. Subject liaison librarians and reference assistants will help students to identify and acquire books, journal articles, and other items relevant to their research. They will also assist in developing search strategies to locate information in electronic resources, including bibliographic databases, full-text journals and e-books, and information on the Internet. Reference staff answer questions of an informational and in-depth nature in person at the Library Help Desk on the main floor of the Library, by 306- 585-4493, email and AskArcher for the IM Reference.

Consultations with reference librarians are available by appointment and/or on a drop in basis.

Spatial and Numeric Data Services (SANDS) provides access to numeric and geospatial data. Appointments are not necessary, but are recommended. Additional information on library data services and resources is available at: uregina.ca/data/library/

At the beginning of each semester, Reference staff lead hands-on workshops designed to help students develop basic library research skills. More in-depth bibliographic instruction is also delivered by Reference staff upon request by faculty. More information on the Instruction Program is available at: www.uregina.ca/library/services/instruction.

8.2.12.5 Services for Students with Disabilities

The Library offers special services for students registered at the Centre for Student Accessibility. For more information see: www.uregina.ca/library/services/disabilities/index.html.

8.2.12.6 University Archives and Special Collections

University Archives and Special Collections are located on the main floor of the Dr. John Archer Library. The Archives collects records originating from or relating to the University, its faculty, staff, and students, from the inception of Regina College in 1911 to the present day. In addition, the Archives collects private papers which support the University’s teaching and research programs. The Archives also coordinates the University’s records management program. Special Collections contains published materials that are rare, valuable, or have particular cultural and historical importance. Canadian publications before 1900 and all other imprints before 1800 are published before 1900 and all other imprints before 1800 are
8. Services for Students

included, as are books of bibliographic significance published after 1800. The Archives is actively digitizing archival materials and making them available online. It also maintains \textit{OurSpace} the open access institutional repository for the University. For more information on all archival services see: www.uregina.ca/library/services/archives and www.uregina.ca/library/virm.

8.2.12.7 UREAD (University of Regina Education at a Distance)

UREAD provides library support for distance students and instructors, including reference assistance, library instruction sessions, access to electronic resources, and delivery of print materials (books, government publications, copies of journal articles, etc). Students must both live and study outside of Regina, have a valid U of R student number, and be currently registered in a U of R (or affiliated) degree course to be eligible for UREAD service. More information is available at: www.uregina.ca/library/services/uread

UREAD
Dr. John Archer Library
University of Regina
Regina SK S4S 0A2
Toll-free 1-800-867-6014
Tel: 306-585-4837 (in Regina)
Fax: 306-585-4493
Email: uread@uregina.ca

8.2.12.8 Federated College Libraries

All University of Regina faculty, staff, and students have access to the three federated college libraries. Each collection complements the others as well as the collection of the Dr. John Archer Library. Access to contents of all federated college library collections is through \textit{voyager.uregina.ca:7008/vwebv/searchBasic} (see §§8.2.12.3).

Campion College Library, on the second floor of Campion College, has approximately 675,000 volumes and its collection is strongest in the areas of religious studies and theology, philosophy and English literature. Other areas of interest include Canadian history, medieval history, psychology, and film studies. Details are at www.campioncollege.ca/student-services/library.

Luther College Library, located on the main floor of Luther College, has a collection of more than 186,000 print, audiovisual, reference and periodical titles that support the liberal arts courses taught at Luther College. The library is home to a significant collection of Martin Luther and Lutheran church historical works, as well as a newly acquired archive of first-edition Canadian poetry and short fiction collections. Computer workstations, AV equipment, and printers/photocopers are available for student use. More information can be found at www.luthercollege.edu/university/academics/luther-library.

The First Nations University of Canada Libraries hold some 81,000 volumes supporting research in Indigenous studies. The FNUniv libraries provide specialized collections that focus on the Indigenous peoples of North, South and Central America, of Indian, Inuit, and Métis ancestry. The collections have strengths in the areas of Indigenous studies, communications, business and administration, Indigenous education, fine arts, science, health, and social work. More information can be found at www.fnuniv.ca/library.

8.2.12.9 Copyright

The University of Regina is committed to complying with Copyright Law and respects intellectual property rights. Information on copyright is available at: www.uregina.ca/copyright/ or phone the University’s Copyright Officer at 306-585-4642.

8.2.12.10 Centre for Teaching and Learning (CTL)

CTL offers teaching services and supports to students, faculty and staff. Teaching Development (TD) Days offered twice a year in September and January respectively provides training for teaching assistants. For more information see: www.uregina.ca/ctl

8.2.13 ORIENTATION

Orientation is held prior to the start of the Fall and Winter semesters and is designed to provide all new students with valuable information on university life, academic expectations and practical skills to successfully transition to the university. Information about Orientation is mailed to newly admitted student and is also available online at www.uregina.ca/orientation/

8.2.14 PLACEMENT TESTING

8.2.14.1 Placement Testing in English

Two kinds of placement testing in English are offered:

1. By First Nations University of Canada for students enrolled through the College who did not complete Grade 12 English. As a result of the test, students may be required to take ENGL 090 and/or 091 (refer to course listings in §24 of this publication), or may be determined to be ready to take ENGL 100.

2. By the Centre for Continuing Education for students who are enrolling in the English as a Second Language Program. This test determines the level at which students enter the ESL program. Applicants who are attempting to demonstrate proficiency in English should register for the CanTest or CELT (see §2.2).

8.2.14.2 French Pre-Registration Assessment

French Course Selection Refer to §9.17.5.

8.2.14.3 Placement Testing in Languages other than English and French

Students interested in taking the languages listed below and who require placement should consult the appropriate department:

Chinese (Mandarin), German, Japanese, and Spanish: Department of International Languages (§9.22).

Cree, Dakota, Dene, Nakota, and Saulteaux: Department of Indigenous Languages and Linguistics, First Nations University of Canada (§9.21).

8.2.14.4 Placement Testing in Mathematics

Students who have not completed a required high school mathematics course, or have completed it with too low a grade or a number of years previously, may be required or can request to take a placement test in mathematics. Testing is conducted as follows:

1. For students registered through First Nations University of Canada: by the College (see §24).

2. For all other students: by Student Success Centre, Riddell Centre, Room 230.

Students with international or other post-secondary credentials in mathematics that have not yet been evaluated for equivalency with the Canadian system may be referred by their advisor to the Department of Mathematics & Statistics for an evaluation.

8.2.15 SERVICES FOR STUDENTS WITH DISABILITIES

The University of Regina wishes to support all students in achieving academic success while enjoying a full and rewarding university experience. All students, including those with temporary and/or permanent disabilities, are encouraged to investigate the possibility of a university education. Services and support are provided from pre-entry through graduation to undergraduate and graduate, on- and off-campus students:

Centre for Student Accessibility
Room 251, Dr. William Riddell Centre
University of Regina
Regina, SK S4S 0A2
Tel: (voice/TTY): 306-585-4631
Fax: 306-585-5650
Email: accessibility@uregina.ca
Website: www.uregina.ca/student/accessibility

The Centre for Student Accessibility upholds the university’s commitment to a diverse and inclusive learning community by providing services and support to enable students with disabilities to approach their studies in an equal and effective manner. The Centre aims to encourage independence, self-advocacy and equality for all students, while maintaining personal, confidential service.

Students who require assistance related to disability, injury, or illness should contact the Centre for Student Accessibility as early as

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possible to discuss their needs and set up a registration appointment. Students will be required to provide appropriate third-party documentation at the time of registration. Early registration is advised, particularly for students who will need course materials in Alternate Format. Supports exist in many areas of study and physical accessibility, including lectures, assignments, examinations, assistive technology, and grant applications.

Not all instructional areas, particularly those on the College Avenue Campus, are accessible. Accessibility should be checked at the time of registration.

8.2.15.1 Adaptive Technology Lab
Housed within the Centre for Student Accessibility is an Adaptive Technology Lab. The AT Lab is open during regular business hours for use by students registered with Accessibility Services. The lab consists of 8 workstations with various assistive software and adaptive equipment available. Support and training is available upon request. The AT Lab is also available for exam bookings for students requiring the use of a computer, assistive software and/or ergonomic equipment for accommodated exams.

8.2.15.2 Campus For All, Inclusive Post-Secondary Education
Campus For All is a 4-year Inclusive Post-Secondary Education (IPSE) experience for adults with an intellectual disability. This service initiative provides opportunities for students to audit classes, establish social connections with fellow students, and gain valuable employment experience. Campus For All Students attend classes, participate in campus activities, make new friends, prepare for the work world, and enjoy the same opportunities as their post-secondary peers.

Information on eligibility, supports and volunteer opportunities is available online at: www.uregina.ca/student/accessibility/campus-for-all

8.2.16 Study Space
The Library offers a variety of seating to suit the needs of over 700 users. These are grouped into designated noise zones: Green for group study and normal volume conversations; Yellow for quiet study and minimal volume conversations; and Red for silent study. There are 12 group study rooms that may be booked for 3 hour periods. These spaces are available to accommodate group study and discussion and also serve as audio-visual screening space for individual students. For a description of these rooms or to book one see: www.uregina.ca/library/services/group_study/index.html

8.2.17 Transcripts
A printer-friendly, unofficial transcript is available at UR Self-Service (banner.uregina.ca/prod/scct/tribwib.P_WWWLogin) for job portfolios and other personal uses. The unofficial transcript does not include grades for semesters prior to 1984 Fall (these must be requested from the Registrar’s Office as part of the official transcript). Official transcripts may be requested from the Office of the Registrar in one of the following five formats. The Transcript Request Form is available at: www.uregina.ca/student/registrar/transcripts/index.html:

1. UR Self-Service: may be ordered through the Secure Online Transcript Request form;
2. In-person: fill out a Transcript Request Form at the Registrar’s Office (Administration-Humanities Building, Room 210);
3. E-mail a signed, dated and scanned (to pdf) Transcript Request Form to UoR.Transcripts@uregina.ca;
4. Fax a signed and dated Transcript Request Form to 306-585-5203;
5. Mail a written request, or a Transcript Request Form, to the address below: Office of the Registrar University of Regina – AH 210 3737 Wascana Parkway Regina, SK S4S 0A2

Requests must include name, former name(s), student ID, (or birthdate), current mailing address and telephone number, the number of transcripts required, and the address(es) to which the transcripts are to be mailed. The request must be dated and signed by the student whose transcript is being requested unless you are using the Secure Online Transcript Request form.

Current or former students who require a transcript to be issued in a name other than that recorded in the University’s student information system will be required to provide official documentation of a change of name. Refer to §3.13 for more information. Official transcripts sent directly to agencies and institutions at the request of a student will be issued in a sealed envelope, stamped “official if received in a sealed, stamped envelope”. Transcripts issued directly to the student will be stamped “Issued to Student” and may not be accepted as “official” by the requesting agency or institution. Transcripts can be issued to a proxy with signed permission from the student.

There is currently no charge for transcripts (under review); except for transcripts sent by courier. Courier charges must be paid in advance. Rates vary based on destination. Students should allow a minimum of five business days for the production of transcripts and should request only the number of transcripts required.

8.3 Accommodation, Food and Parking

8.3.1 Residences
Currently, the University of Regina operates five residence buildings containing more than 1500 beds available to accommodate students wanting to live on campus. Students can choose from a variety of living arrangements, ranging from dorm-style rooms with meal plans to a variety of one- to four-bedroom suites. All residence rooms are single occupancy meaning every student has their own private bedroom.

Students choosing to live in Residence will also have the opportunity to apply for a Living-Learning Community (LLC). LLC’s are communities of students grouped together in residence because they share similar interests, values or academic programs. The residence team, in collaboration with LLC partners, provides additional programming that builds community, promotes academic success and provides an environment that supports a rich and meaningful university experience. Students may apply for LLC’s as part of their residence application. For more information please visit: http://www.uregina.ca/student/residence/future/llc/index.html

Interested students should apply early. An application fee and deposit will be required, and students will be required to sign a contract to live in residence.

An on-line application and information on dates when you can apply is available at www.uregina.ca/student/residence

Students can call 1-866-354-3394 or 306-585-5450 to receive additional information.

For email inquiries, contact Residences at: www.uregina.ca/student/residence/contact

8.3.1.1 Paskwâw Tower (North Residence) and Wâkpâ Tower (South Residence)
The Paskwâw and Wâkpâ Towers offer a variety of private living arrangements from dorm-style rooms to one- to four-bedroom suites. There are more than 20 floor plan options in this 681-bed residence complex, including two-bedroom suites and more than 30 private bedrooms that are fully accessible. Amenities include high speed internet, phone, cable TV service, computer labs, music rooms, study areas, laundry, game rooms, and recreational spaces.

8.3.1.2 Kišik Towers
The University of Regina opened a new, 606 bed residence in 2015. It offers modern fully-furnished apartments, private dorms and common areas. Amenities include high speed internet, phone, cable TV service, computer access, music rooms, study areas, laundry, and recreational spaces.

8.3.1.3 La Résidence (Language Institute Building)
La Résidence is a small, 50 bed close-knit residence community. In the interest of promoting and maintaining this community, priority is given to French-speaking students.
8. Services for Students

La Résidence has both single and large single dorms, each with a private washroom. Each fully furnished dorm (twin bed, wardrobe closet, chair, desk, lamp, small fridge, cable TV service, phone (with local service only but a calling card can be used), has a high speed internet connection. Students may also enjoy TV lounges throughout the facility.

8.3.1.4 Luther College Residence
For information about the Luther College Residence, refer to §22.5. Luther’s residence rooms are open to all University of Regina and other post-secondary students. Luther’s Residence has 219 single, well-furnished rooms:

- Application forms, more information and current rates for complete single room and board are available at:
  - www.luthercollege.ca/university/residence-food-services/residence
  - or by calling: 1-800-LUTHERU or 306-585-5333
  - Email: lutheru@luthercollege.edu or lutheru@uregina.ca

8.3.2 FOOD SERVICES
Food Services are available on campus throughout the year. Hours of operation are subject to change during exam periods and holidays. Vending machines are also available at many locations throughout campus. See website: DineonCampus.ca/uregina for more information.

8.3.2.1 Meal Plans
A variety of meal plans are available and provide food savings, exemption from GST, if sufficient dollar value is in accordance with taxation requirements. Information in regards to meal plans is available from these food providers:

- Chartwells, Room 148 College West, Tel: 306-585-4660
- Luther College, Tel: 306-585-5033

8.3.2.2 Catering
Catering for various functions and/or events can be arranged through University Food Services Office, Room 148, College West building. Visit the on-line Impressions Catering menu at dineoncampus.ca/uregina. The University Club, Room 215, College West, Lazy Owl, main floor, Riddell Centre and Luther College can also serve your catering needs. See the following link for the food policy: http://www.uregina.ca/policy/browse-policy/policy-OPS-100-005.html

8.3.3 PARKING AND TRANSPORTATION SERVICES
Applications for permits, maps, parking regulations, parking closures and construction as well as additional information is available on the Parking & Transportation Services (P&TS) website at http://www.uregina.ca/fm/parking/ or from the:
- Parking & Transportation Services Office
  - College West Building Room 108
  - Tel: 306-585-4412 or 306-585-5555; fax: 306-585-5501
  - Email: uparking@uregina.ca

8.3.3.1 Parking Permit Options – Commuter Students (non plug-in, plug-in & heated parkade)
Students who are not living on campus, (commuter student), and plan to drive to campus on a regular basis, are encouraged to apply for an “M” parking permit at the P&TS Office or through the P&TS web page. With an “M” permit (no-power), students may park in authorized “M” areas in lots 1, 6, 7, 8, 12, 13, 14, (areas subject to change).

A regular M permit is valid 24 hours per day. An evening M permit option is valid from 3:30 p.m. to 6:00 a.m. Please note that permit sales begin the first day following the last day of classes in April (prior to exams). Permits may be purchased in April for all semesters beginning May 1 – April 30 of following year. Students are encouraged to purchase parking permits as soon as possible as they sell out every year.

“M” parking spaces do not have plug-ins. Limited numbers of plug-in parking spaces are available. May 1st is the starting application date for the fall and fall/winter semester plug-in parking permits. Students who are living in one of the campus residences and who have a vehicle with a valid registration may apply through the P&TS website for “Resident’s parking” on the posted application dates.

8.3.3.2 Meters
Metered parking is available at various locations around campus. Allowable time varies from 30 minutes to 10 hours. Meters are enforced from 8:00 a.m. to 10:00 p.m. daily Monday – Friday. SmartCards (a coin-free option) are also available for the meters from the P&TS Office. Meters accept quarters, one and two dollar coins. On Saturdays, Sundays, and University holidays, meters do not require to be plugged but the 30-minutes time zone areas will be enforced. Accessible meter locations are for accessible permits only 7/24.

8.3.3.3 Parking Permit Options – Students Living on Campus
There is limited designated plug in parking for resident students. Students can purchase a resident parking permit by semester or for the needed semesters for the school year. Watch the P & TS website for sale dates (usually February).

The Centre for Kinesiology, Health and Sport parkade is an underground heated parking facility that is a Pay upon exit facility. Coins and major credit cards are accepted. The Centre for Kinesiology, Health and Sport parkade is an underground heated parking facility that is a Pay upon exit facility. Coins and major credit cards are accepted. The Centre for Kinesiology, Health and Sport parkade is an underground heated parking facility that is a Pay upon exit facility. Coins, bills and major credit cards are accepted. A new/additional visitor pay lot is located north of Kิต&Bowers residents building. Day permits for metered and ‘M’ areas are also available from the P&Ts office.

Please review the user fee schedules on the P&Ts website.

8.3.3.5 Parking for Persons with Disabilities
Parking spaces for persons with accessible needs are signed. Conditions and time limits are posted at each location. Persons with accessible needs should apply to P&Ts to determine accommodation options based on individual needs. A special decal will be provided in addition to the Accessible Placard or to meet short-term requirements.

8.4 PERSONAL SERVICES

8.4.1 BANKING
Instant tellers are located as follows:

- RBC: Campion College, in the hallway connecting to Luther College Building.
- RBC: on the west corridor of the main floor of the Classroom Building.
- Cash N Go: on the main floor Atrium Area of the Centre for Kinesiology Health and Sport.
- Cash N Go: on the first floor of the Language Institute by the elevators.
- Cash N Go: on the first floor of the North Residence Tower by the General Store.
- CIBC: on the north side of the food court on the main floor of the Dr. William Riddell Centre.
- Conexus Credit Union: on the main floor of College West at the entrance to the Link to the Research Innovation Centre.
- The University of Regina Students' Union, The Owl, has a no label automated banking machine.

8.4.2 FACILITIES
The University of Regina Students’ Union, The Owl, has a no label automated banking machine.

8.4.3 HOUSING
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8.4.2 SECURITY

8.4.2.1 Campus Security
Campus Security Office is responsible for general security on campus with staff providing preventative patrols, incident documentation, investigation, crime prevention, problem solving, and conflict resolution, as well as responding to calls for service. Campus Security’s office is located in the Research and Innovation Centre room 120, and can be reached at 306-585-4999 (24 hours a day, 7 days a week) or by pressing the free "Campus Security" button on any campus SaskTel payphone.

8.4.2.2 UR Safe Program
The UR Safe program within Campus Security is designed to provide additional support and resources to Personal Safety on campus. A number of initiatives are in place to help create a safe campus.

The University of Regina, Sexual Assault and Violence Policy (GOV-100-018). This is intended to help educated, raise awareness to our community about sexual assault and violence and Personal Safety.

The UR Safe website provides an online mechanism for reporting incidences of gendered violence. The UR Safe program is a means to provide resources and support to the U of R Community.

Walk Along Program
This service is offered by Campus Security staff. They will walk students or staff to their car, bus stop, office, etc. This service is offered any time of the day or night! There is no charge and anyone may call for a "Walk Along" by calling 306-585-5600 or pressing the speed dial button labeled "Walk Along" on any campus SaskTel payphone (no coin required).

Lone Worker Service
The Lone Worker Service is provided by Campus Security to enhance students’ and staff personal safety while working or studying alone. The service is available 24 hours a day, 7 days a week to everyone in the University of Regina community and is especially encouraged during the quiet hours of the evening, weekends, and statutory holidays.

With this service: Campus Security will visit or telephone you during the period you request; In the event of an emergency in your area, Campus Security will attempt to contact you and will advise you on the appropriate procedures to follow; If Campus Security is not available to contact you during the designated times, follow-up procedures will be initiated.

Members of the community wishing to utilize this service may telephone Campus Security Services at 306-585-4999. Registration is required each time you use this service.

8.4.3 DAY CARE
The University of Regina houses two licensed day care services. The University is not responsible for items stored in lockers.

The day care services are:
- Awasis Child Care Cooperative, DC 108, University of Regina; Tel: 306-585-5322.
- Wascana Daycare Cooperative, DC 104, University of Regina; Tel: 306-585-5311.

8.4.4 EMERGENCY FUNDING
Refer to §7.7.

8.4.5 HARASSMENT, DISCRIMINATION PREVENTION AND CONFLICT RESOLUTION SERVICES (HDPCRS)
This service promotes respectful behavior by everyone on campus, students, faculty, and staff. Everyone in the University community has a role to play in ensuring that the University is free from discrimination, harassment and bullying. There are ways to make the university a positive and productive environment by; treating others with respect and dignity, evaluating one’s own beliefs and behaviors, participating in seeking solutions, speaking up if you or others are being treated inappropriately and seeking out consultation and support.

The Respectful University-Policy promotes a respectful workplace and learning environment through the prevention and swift resolution of harassment and discriminatory incidents. More information can be found at: www.uregina.ca/hr/services/harassment-prevention/index.html.

There are many possible solutions to harassment, discrimination and bullying including personal coaching, mediation and a formal complaint process. Confidential consultations are available to anyone who feels that they have experienced inappropriate and disrespectful behavior. To support these services and promote a respectful university the HDPCRS also offers information sessions, workshops and facilitated seminars.

Anyone with inquiries, seeking advice or information, looking to resolve conflict arising from harassment and discrimination or wishing to discuss alternate resolution options or file a complaint can visit HDPCRS, located in Room 251.14, Dr. William Riddell Centre, or contact the office: Tel: 306-585-5400 or email at respect@uregina.ca.

8.4.6 INCLUSIVE LANGUAGE
The intent of the University of Regina’s inclusive language policy is to ensure a broad representation of people in written, visual, and oral communication; to stress the ability rather than the disability of individuals; to treat men and women with the same dignity, respect, and seriousness; and to ensure that material that may be considered biased is treated critically.

Inquiries may be directed to the University Secretary, AH 509, Tel: 306-585-4436.

8.4.7 SMOKING
Smoking is prohibited in all University buildings owned or leased. University vehicles owned or leased, outdoor University areas used for sports, meetings or other gatherings. Smoking is prohibited within 6 meters of all ventilation intakes, doors and windows.

Designated areas have been identified for smoking on-campus. Receptacles will be provided outdoors in the designated areas that will limit the drifting of second hand smoke into buildings, walkways and entrances.

Advertising of tobacco products within the University of Regina is prohibited.

8.4.8 LOCKERS
The University is not responsible for items stored in lockers.

8.4.8.1 Centre for Kinesiology Heath and Sport Lockers
Locker rentals may be arranged through Recreation and Athletic Services, Room 170, Centre for Kinesiology Health and Sport. Rates can be found on the web: (rates may change without notice) https://www.uregina.ca/recservices/Locker%20Rentals.html.

8.4.8.2 Coin-Op Day Lockers
These lockers are available to users of the Centre for Kinesiology, Health and Sport at a cost of $0.25. Patrons must vacate these lockers at the end of each day or at the end of their workout period. A limited number of day lockers are available.

8.4.8.3 URSU Operated Lockers
Most lockers on campus are administered by the Students’ Union. Refer to §8.6.19 for additional information.
8.4.11 PRINTING SERVICES

Located on the main floor of the Administration/Humanities Building, Printing Services is a full service printing facility providing a broad range of services including:

- full service printing
- full-color printing and photocopying
- black and white printing and photocopying
- large format printing on a variety of substrates
- design and layout
- document scanning and conversion
- resume, report and thesis desktop publishing
- book binding and finishing
- faxing services
- custom t-shirts, mouse pads, aprons, etc.

Digital Photocopiers/printers are placed throughout the campus for student and general public use. Our devices can accept print files from your laptop, lab workstation, or USB drive. Student accounts can be set up by following instructions on www.uregina.ca/is/student/public-labs/index.html. Printing Services hours of operation are from 8:15 a.m. to 4:30 p.m. Monday to Friday, unless otherwise posted. Accepted methods of payment are cash, major credit card, or debit card. More information is available at www.uregina.ca/printing. Files may be emailed for printing at printing.services@uregina.ca.

8.4.12 RELIGIOUS SERVICES

Campion and Luther Colleges offer worship services in their chapels, and spiritual support for university students, faculty, and staff. They have full-time chaplains and student peer-chaplains to assist in religious and social events of their colleges. Please refer to their chaplaincy websites for details.

8.4.13 MUSLIM PRAYER ROOM

Muslim Prayer Rooms both for male and female are located at Riddell Centre, RC 285, and are dedicated for five daily congregational prayers for the students, faculty, staff, and visitors of University of Regina. Friday prayers are held in the GYM to accommodate the large number of the Muslim community at UoR.

8.5 ATHLETICS AND RECREATIONAL SERVICES

8.5.1 INTER-UNIVERSITY ATHLETICS

The University of Regina is a member of the Canada West Universities Athletic Association (Canada West) participating in the sports of men’s and women’s basketball, cross-country, ice hockey, swimming, track and field, volleyball, and wrestling, as well as men’s football and women’s soccer.

Teams participate in league play for the right to advance to Canadian Interuniversity Sport (CIS) championships. League play is supplemented with non-conference play to enhance and prepare for the season.

The Faculty of Kinesiology and Health Studies provides the professional direction, coaching staff and detailed administration of the program. Additional information on the Interuniversity Athletic Program is available from the Office of the Director of Athletics, telephone 306-585-4018, or consult: www.reginacougars.com

8.5.2 RECREATION SERVICES

8.5.2.1 Intramural Sports Program

The Intramural Program provides numerous students annually to act as program supervisors and league officials.

For information about program offerings and employment opportunities, call Intramural Sports at 306-337-2247 or visit the website at www.uregina.ca/recservices.
8.5.2.2 Fitness & Lifestyle Centre
The Fitness & Lifestyle Centre is located on the second floor of the Centre for Kinesiology, Health and Sport and features well over 6000 square feet of training area as well as a 4 lane 200 m indoor track. The FLC offers the newest line of cardio equipment, weight machines and free weights to help you get, improve or maintain your level of fitness. Cardio machines are equipped with personal viewing screens so that you can watch your favorite show or listen to your favorite music while working out. A valid Student Card and/or Membership Card is required to enter the FLC. Note: Students will be provided access free of charge with the presentation of a valid Student ID Card. A variety of membership packages are available for purchase. For more information on rates or services offered, contact the Recreation and Athletics Services Office at 306-585-4371.

Hours of Operation: (September to end of June)
Monday to Friday: 6:00 a.m. to 10:00 p.m.
Saturday and Sunday: 8:00 a.m. to 8:00 p.m.

8.5.2.3 Aquatics Centre
The Aquatics Centre is located on the main floor of the Centre for Kinesiology Health and Sport and features a 4 foot deep - 25 meter swim tank and a 12 foot dive tank with two 1 meter and one 3 meter spring diving boards. Registered students are able to access the pool free of charge upon presentation of their student card at the Facilities Services Counter. An aquatics admission token and/or hand stamp will be issued and must be presented to the Life Guard upon entry into the pool area.

Recreation Swim Times (September to the end of June)
- Monday to Thursday: 6:30 - 7:55 a.m., 11:30 a.m. - 1:25 p.m., and 3:30 - 5:25 p.m.;
- Friday: 6:30 - 7:55 a.m., 11:30 a.m. - 1:25 p.m., 3:30 - 5:25 p.m.;
- Saturday: 8:00 – 9:30 a.m., 3:00 – 5:55 p.m.
- Sunday: 3:00 - 5:55 p.m.

Please note that times are subject to change and will vary slightly over July and August. Refer to the Recreation Services website for the most up to date information (www.uregina.ca/recservices)

The Aquatics Program offers a variety of children’s swim lessons, adult learn to swim classes, stroke improvement, aqua fit, plus a variety of Lifesaving Society and Red Cross Leadership classes. These classes are all fee for service and are open to everyone. Monthly pool memberships are also available. Contact the Recreation and Athletics Services Office at 306-585-4371 for more information.

8.5.2.4 Facilities Services
The University’s fitness and recreation facilities include a fitness centre with a four lane, 230 meter running track, one three-full-court-size gymnasium and two additional gymnasium, swimming pool, aerobic/dance studio, tennis courts, beach volleyball courts and outdoor playing fields. These facilities are available for rent or on a daily basis for interested people to engage in swimming and other informal recreational activities. Information about open recreational gym and swim times, etc., is available from:

CKHS Facilities Services
CK 119
Tel: 306-585-4366
www.uregina.ca/kinesiology/facilities/indoor-facilities/index.html

To book a facility space, email ckhs.book@uregina.ca.

8.5.2.5 Community Programs and Services
The Faculty of Kinesiology and Health Studies offers a number of instructional programs in aerobic exercise and swim instruction as well as a Summer Sports School, for children and special fitness activities. For more information call the Recreation and Athletics Services office at 306-585-4371 or visit the website at www.uregina.ca/recservices.

University physical activity facilities are used when possible to assist with the programming of community physical activities. Community leagues include sports such as basketball, soccer, volleyball, and touch/flag football. As well, educational and service organizations conduct portions of their programs using the Centre for Kinesiology, Health and Sport. For more information call 306-585-4375 or 306-585-4365 (swimming programs).

8.5.3 MUSICAL ENSEMBLES
For more information about any of the ensembles, contact:
Department of Music
Dr. William Riddell Centre Room 257.1
University of Regina
Regina, SK S4S 0A2
Tel: 306-585-5532
Fax: 306-585-5549

Credit for participation is possible, and students are encouraged to register formally through their faculty.

8.5.3.1 University Wind Ensemble
The Wind Ensemble is a select group of wind and percussion players. This group performs a variety of wind masterworks and new compositions. Permission of the instructor is required.

8.5.3.2 University Chamber Singers
The Chamber Singers is an award-winning, select ensemble of approximately thirty singers specializing in the performance of a cappella choral repertoire. Audition by instructor is required. This ensemble performs at least one concert each semester.

8.5.3.3 University Concert Band
This ensemble includes University students as well as a number of members of the community at large. It performs a wide variety of literature for this medium. Entrance is open but a placement audition is required. The band presents one concert each semester.

8.5.3.4 University Concert Choir
The concert choir is open to University students and members of the community. The choir presents one concert each semester.

8.5.3.5 University Jazz Ensemble
The Jazz Ensemble is a select group made up of University students and community members performing the best in big band literature. Audition by instructor is required. This ensemble performs at least one concert each semester.

8.5.3.6 University Orchestra
This ensemble includes University students as well as a number of members of the community at large. It presents items from the orchestral repertoire as well as concerts and other solo works. The orchestra presents one concert each semester.

8.6 STUDENTS’ UNION
The Students’ Union (website: www.ursu.ca), an organization incorporated under the Non-Profit Corporations Act of Saskatchewan, is an autonomous body that represents students to the University, community, and government. The Students’ Union also offers services to students to improve the quality of their lives while they attend the University. Visit them at RC 221.

Follow on Facebook: www.facebook.com/URStudentsUnion

On Twitter: https://twitter.com/ursstudentsunion

Students’ Union fees are assessed based on the number of credit hours in which a student is enrolled. These fees are used to operate the various services, programs, activities and events of the Students’ Union.

In order to manage the various programs, the Students’ Union employs many full-time and part-time staff charged with maintaining and promoting the Students’ Union. The Students’ Union is governed by a board of directors comprised of constituencies corresponding to the faculties and federated colleges of the University as well as identity based at-large positions. For a full list of Board of Directors positions, visit: www.ursu.ca/governance.

In addition, students are entitled to vote for 4 full-time executive on the board of directors:
- President (pres@ursu.ca)
- Vice-President Operations & Finance (vpof@ursu.ca)
- Vice-President Student Affairs (vpas@ursu.ca)
- Vice-President External Affairs (vpe@ursu.ca)
Any student who is enrolled for credit at the University and pays Students’ Union fees is entitled to seek and hold office subject to the limitations of the Non-Profit Corporations Act of Saskatchewan.

Students with questions about a program or service of the Students’ Union can stop by the offices at the Dr. William Riddell Centre or telephone 306-586-8811.

8.6.1 THE CARILLON
The student newspaper, the Carillon, covers campus, local, and national news of interest to students. The offices of the Carillon are located in the Dr. William Riddell Centre. Students are encouraged to join the newspaper. They do not need any previous experience working for a newspaper to join. For information on deadlines, new assignments, editorial policy, or any other matter pertinent to the newspaper, contact the Carillon at 306-586-8867.

8.6.2 STUDENT CLUBS
All students can participate in the Students’ Union’s clubs and faculty societies. For more information on what clubs and societies are available, please see the website at ursu.ca/campus-life/campus-clubs.

8.6.3 STUDENT SOCIETIES
The Students’ Union funds faculty student societies through the President’s Advisory Council. The Council is made up of campus Presidents of all major faculty student societies. Please see the website at: ursu.ca/campus-life/campus-societies.

8.6.4 GOOD FOOD BOX
The Students’ Union is a neighbourhood depot for the Good Food Box Program of the City of Regina. Students can purchase fruits, vegetables and other perishables every two weeks at a very reasonable price. All you have to do to participate in the program is come up to the Students’ Union Front Desk and purchase one of the Good Food Box options. Good Food Box order cut-off dates and drop-off dates can be found online: ursu.ca/services/good-food-box or at the URSU Front Desk.

8.6.5 HOUSING REGISTRY
The Housing Registry is a free service that can aid students in finding accommodations, or a roommate. The housing registry is a compilation of available housing throughout the city that students can use in their efforts to seek affordable and adequate housing. To obtain a copy of the current list, visit the Students’ Union offices, or consult the web at: ursu.ca/services/housing.

Students may also post want ads on the web at the same address.

8.6.6 GRAPHIC DESIGN, PRINTING & FAXING
URSU offers, printing, graphic design and faxing. The Fax Service is available 24 hours a day, seven days a week. The computer lab is located in RC 226, Tel: 306-584-1255.

8.6.7 STUDENT ADVOCATE
The Student Advocate is a Registered Professional Social Worker available to assist University of Regina students who are experiencing difficulties with all facets of their lives. Students who are undergoing financial, academic or personal troubles are encouraged to seek the advocacy services at the Students’ Union. The Office of the Student Advocate (RC 221.8) acts as referral agent. It provides a comprehensive Resource Information Centre, accessible to all University of Regina students. For more information or a confidential meeting, students are invited to visit the Students’ Union or call 306-586-8811 ext 204.

8.6.8 STUDENT HANDBOOK
The Students’ Union publishes a handbook every fall, which is a reference guide for the Students’ Union’s services, University services, and a day planner all in one. Student Handbooks may be obtained any time from the URSU Front Desk in the Riddell Centre, while quantities last.

8.6.9 STUDENT HEALTH AND DENTAL PLAN
The Students’ Union offers its members affordable health and dental coverage. All students enrolled in 9 or more on-campus/off-campus credit hours as of the last day to receive a full refund in the Fall semester part of term 1 courses (see §1.2) are assessed a fee that covers the cost of the URSU Health & Dental Plan. The Plan provides them with health and dental coverage for 12 months, from September 1 to August 31 of the next year. Students already covered through another plan may opt out of the URSU Health & Dental plan online no later than the last day to pay fees without penalty. Those members who are not automatically assessed the fee but wish to have coverage are able to enroll in the plan. URSU members can also enroll their spouse and/or dependants for an additional fee. For more information, consult the website at: ihaveaplan.ca, or www.ursu.ca, and click on the link to URSU Health Plan.

8.6.10 THE OWL (STUDENTS’ UNION PUB AND RESTAURANT)
The Owl offers a variety of food and beverages to its patrons. The Owl offers exciting programming each night of the week, and is a great place to relax during the day. Highlights include Wednesday trivia and Friday cabarets. All patrons are welcome until 8 p.m. After 8 p.m., patrons must be age 19 or older.

8.6.11 USED BOOKSTORE
At the beginning of the fall and winter semesters, the Students’ Union provides its members with a chance to sell and buy used textbooks at good prices. Students set the price for their books and the URSU Bookstore personnel sell the books on consignment, for which URSU charges a reasonable service and administration fee. Be sure to check the store frequently as new books are always coming in.

8.6.12 WOMEN’S CENTRE
The Women’s Centre works to establish equality for all students at the University. The Women’s Centre provides peer counseling, referral services to various agencies, support for those lodging harassment complaints, and reference library for women’s issues. It organizes events and programs around issues of equality. The Women’s Centre is located in RC 226, Tel: 306-584-1255.

8.6.13 24-HR COMPUTER LAB
The Students’ Union and the University of Regina’s Computing services teamed up to provide students’ with a computer lab that is available 24 hours a day, seven days a week. The computer lab is located next to the URSU front desk on the second floor of the Riddell Centre.

8.6.14 EMERGENCY BURSARY FUND
The Students’ Union Emergency Bursary Fund is to help students who are in financial trouble. Students in a financial emergency may be eligible for funds for rent, food or other expenses. To apply for emergency funds please contact the Student Advocate.

8.6.15 REFUGEE STUDENT FUND
Every time students pay their student union fees, they help to bring refugee students to the University of Regina. Working with World University Service of Canada (WUSC), the URSU provides funding for refugees to escape countries in turmoil and for the chance at a better life in Canada. To get involved with the refugee program, contact the Vice-President Operations and Finance or WUSC directly.

8.6.16 UR PRIDE CENTRE FOR SEXUALITY AND GENDER DIVERSITY
The UR PRIDE Centre for Sexuality and Gender Diversity offers a range of services related to LGBTI (lesbian, gay, bisexual, transgender, or inter-sex) concerns. In addition to providing a safe space to meet, socialize, and explore relevant issues, UR PRIDE also assists members of the University community who need support, information, or research material related to LGBTI issues or
homophobia prevention. University of Regina policy guarantees a safe and welcoming environment for LGBTI staff and students and the UR PRIDE Centre works closely with the University to make sure these values are upheld. All people, regardless of sexual orientation, are welcome, and students seeking opportunities to gain volunteer skills or leadership experience are always encouraged to get involved. Visit www.urpride.ca for additional information.

8.6.17 LOCKERS

Most lockers on campus are administered by the Students’ Union. They can be rented for the fall and winter semesters for a nominal fee, plus an additional refundable deposit. Lockers are available on September 1, and must be cleaned out by April 30 of the following year. Lockers are available in the Archer Library, the Laboratory Building, College West and the Education Building.

URSU does not administer ALL of the lockers on campus. Students looking for a gym locker in the Kinesiology building should contact Recreation and Athletic Services (see §8.4.9). There are also a limited number of lockers available in the Language Institute (contact the Language Institute), the Riddell Centre (contact the Music Department) and the Laboratory building (contact the Science Department).

For more information about URSU’s Locker Rental Program, visit: lockers.ursu.ca.

8.6.18 COMMUNITY CUPBOARDS

Advocating for students means more than just meeting with politicians. There are always students on campus who are barely making ends meet. In addition to the emergency bursary program, the Students’ Union has teamed up with the Regina & District Food Bank to provide non perishable food for people who are going hungry. The community cupboards are located in the student lounge outside of the URSU Front Desk on the second floor of the Riddell Centre. Food is available on the honour system to students who need it with the understanding that they will not take more than they can use right away, thus depriving other students in need. Food donations are gratefully received at the URSU Front Desk, or can be anonymously left on the shelves.

8.6.19 CARPOOLING

Parking pass too expensive? Bus takes too long? Don't have a car of your own? Tired of a long lonely drive to school with no one to talk to or chip in for gas? Check out http://ursu.ca/services/carpooling-and-more on URSU’s website to get information about carpooling.

8.6.20 TABLE RENTALS

You know those tables you see as you're walking down the hall - the ones with people trying to give you information, or with the cool stuff for sale? Those are available to you too. Students who have an event or a club that they want to advertise, or sell tickets to, or if they have things that they want to sell, come and talk to the Front Desk at the Students’ Union. Campus clubs and societies get those spaces to use for free (in fact we encourage it). Businesses can rent tables for reasonable daily rates.

8.6.21 WELCOME WEEK

Before school work gets too crazy, we're going to welcome you back in style! We've got so much for you to do in the first week of school in September that you're going to be longing for that second week of classes - just so you can get a break! Parties and activities are available for every group - new students and returning students; young students and mature students; drinkers and non-drinkers. Highlighted by the Concert on the Green, and capped off by the biggest Friday night party of the year in the Owl, we've got something for you to do. Welcome Week is also a great opportunity to meet fellow students and get involved in a campus club or social justice group.

8.6.22 REGINA PUBLIC INTEREST RESEARCH GROUP

The Regina Public Interest Research Group (RPIRG) is an organization that seeks to empower students to do work on social justice (e.g. poverty, homelessness) and environmental issues. Every Students’ Union member is also a member of RPIRG and is eligible to apply for funding, run for the Board of Directors, volunteer and work for RPIRG. For additional information visit http://rpirg.org/

8.6.23 ENGINEERS WITHOUT BORDERS

Engineers Without Borders (EWB) is an international organization of engineers and engineering students dedicated to improving the lives of those in developing countries through their expertise in engineering. For additional information visit http://uregina.ewb.ca/.

8.6.24 VARSITY CLUB ATHLETICS BOARD

The Varsity Club Athletics Levy was created in response to a loss of funding for the Varsity Club Teams at the University of Regina. These funds go towards supporting the teams and funding new teams. These funds are distributed based on recommendations by a board comprised of individuals from all the varsity club teams. For additional information visit www.ursu.ca.

8.6.25 CAMPUS POSTER BOARDS

URSU has a number of Poster Boards around campus that are useful for advertising anything that might interest students. All posters hung on these boards require approval from URSU’s front desk staff and must follow the URSU Poster and Tabling Policy. For additional information visit http://ursu.ca/services/campus-poster-boards.

8.6.26 U-PASS

The U-Pass is a program designed for University of Regina students that will allow them to use Regina Transit as much as they like for a once-per-semester fee. By paying the mandatory fee of $87.60 each semester, they will in turn get a city-wide transit pass valid for the whole semester (4 months) at rate cheaper than current discounted student rates of $72 per month. Students who live out of town or within the designated opt-out zones are able to opt out of the program. For more information visit ursu.ca/upass.